

REQUEST FOR PURCHASE IN EXCESS OF \$20,000/CHANGE ORDER



To: MAYOR AND CITY COUNCIL

From: Tom M. Schmitz, Fire Chief

Date: March 3, 2015

Subject: Request for Purchase – KNOX Box Re-coring and Security Equipment

Agenda Item #: IV. F.

The Recommended Bid is

☒ Within Budget

☐ Not Within Budget

Date Bid Opened or Quote Received:
February 12, 2015

Bid or Expiration Date:
August 13, 2015

Company:
KNOX Company

Amount of Quote or Bid:
\$24,933.28

Recommended Quote or Bid:
KNOX Company – Sole Source

General Information:

This purchase is to fulfill an approved CIP initiative that will re-core all the KNOX Boxes key sets throughout the City with an 18-year patented key. KNOX Boxes are security boxes attached to the sides of buildings that hold access keys/cards so fire department personnel can enter the building during off-hours. In addition, the purchase will include equipment to secure and account for the fire department master keys and MedVaults to increase security and accountability of controlled substances carried on the ambulances.

This purchase is within the proposed CIP initiative estimate of \$25,000.

I would recommend the approval of the total purchase of \$24,933.28.